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STEVE LADWIG, MAYOR
GABRIEL ADAMS, CITY CLERK



Posted: Thursday, May 16, 2019

NOTICE AND CALL OF A MEETING OF THE
TRINIDAD TRAILS COMMITTEE

The Trinidad City Council Trails Advisory Committee will meet on
TUESDAY, MAY 21, 2019 at 4:30 PM
In Civic Club Room located at City Hall, 409 Trinity Street, Trinidad

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- I. CALL TO ORDER/ROLL CALL
 - II. APPROVAL OF MINUTES – 04/16/2019
 - III. ITEMS FROM THE FLOOR
 - IV. STAFF/COUNCIL REPORTS
 - V. COMMITTEE MEMBER REPORTS
 - VI. DISCUSSION/ACTION ITEMS
 - 1. Funding of Trail Maintenance
 - 2. Review/Revise Draft Trails Policy Document
 - VII. REQUEST FOR FUTURE ITEMS
 - VIII. ADJOURNMENT

Angela Zetter
Trinidad Administrative Assistant

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD TRAILS ADVISORY COMMITTEE
TUESDAY, APRIL 16, 2019 AT TRINIDAD TOWN HALL, 409 TRINITY STREET

I. CALL TO RODER/ROLL CALL (4:34 pm)

Committee Members Present: Kelly, Davies, Kenny
Alternate Committee Members: Laos
Committee Members Excused/Absent: Morehead, West, Brown
City Staff: Zetter, Naffah
HSU Students: Braziel, A. Brown, Olin, White

II. APPROVAL OF MINUTES

March 26, 2019

(Kenny/Kelly) moved to approve the March 26, 2019 minutes as submitted. *Motion passed unanimously (4-0).*

III. ITEMS FROM THE FLOOR

None

IV. STAFF/COUNCIL REPORTS

City Manager Naffah stated all members will be signing a Code of Ethics document, however currently a new version is being composed. He confirmed the document will address both the City Council and committees. He indicated the document is expected to come before the Council in May for approval.

Davies stated the Short-Term Rental (STR) Resolution (2019-07), establishing the STR Advisory Committee, passed. Davies also confirmed that the Council discussed the application proposal for HCAOG funds to enhance crosswalk safety in the school zone, and they adopted resolution 2019-08 supporting the local Dungeness Crab Fishing industry. Davies also stated a Committee Resolution is being composed.

V. COMMITTEE MEMBER REPORTS

Committee member Kenny stated she made the observation that vegetation maintenance has begun on Trinidad Head. Committee member Laos and Planning Commissioner Kelly had nothing to report.

VI. DISCUSSION/ACTION ITEMS

1. HSU Students Support Regarding Trails Policy Development

A draft Trails Policy was provided, and the Committee agreed to review one section at a time.

HSU student Braziel advised that they included a "reference" section in the policy, listing the abbreviations. Davies stated that he likes the table on page 9 of the policy. Kelly echoed Davies statement and advised that she would like to see "day use" added. Laos stated that she likes the addition of "parking," as it has been an issue throughout the City.

Braziel stated that a small section on signage has been included in the draft policy, but the students made the suggestion that signage regulatory processes be omitted. Kelly and Laos both opined that trail names need to be cross-referenced with the General Plan, as it is common for a trail to have multiple names.

A discussion regarding the inactive stewardship program took place. Davies stated there were issues with the program expectations, but opined that the City could pursue starting a program again. Braziel suggested taking advantage of programs that provide equipment, due to the City's limited resources. Alternative programs for trail maintenance assistance were discussed, such as Inmate Work Programs. The Committee considered removing "maintenance work by prison crews is prohibited," but Kenny advised that the Committee should check the City's current policies before removing.

The financial aspect of the bench policy was discussed. The Committee agreed that it should be revisited and amended, if necessary, at a later time.

Braziel questioned the composition of the monitoring report, while adding that it should be included in the policy. Kenny confirmed a template was taken from the Land Trust, and modifications were made. Laos stated the Committee wants the students to review the template and offer improvement suggestions. Naffah stated that if there are means to identify issues, the City should seize the opportunity. Braziel noted the policy must be reviewed by the City's Attorney.

Davies advised that page 12 of the policy should state maintenance is performed by the City of Trinidad's "Public Works Department." The Committee discussed the bullet points on page 12, and confirmed that they are under consideration, as some address the same issue. Laos and Davies discussed the "agency name" and confirmed it would be appropriate to have it listed as "City of Trinidad."

Kenny questioned if the annual inventory report was the same as the monitoring report, on page 13. HSU student Olin indicated an annual inventory report would be conducted by the City's Public Works Department, and the monitoring report is a public resource. Kenny advised that the monitoring report was created to assist the Public Works Department. Olin stated that Public Works can review the monitoring reports and use them to guide their annual report. Naffah questioned the use of the term "renegade trails." Laos advised that they are now called "social trails." Kenny stated that "trail watch" should be changed to "trail stewards," on page 13.

The Committee discussed governmental jurisdictions, the inclusion of existing City codes, the Tsurai Management Area Advisory Plan, and the policy for Trinidad Head. Both Kenny and Laos agreed that the Trails Policy should reference additional documents.

The Committee discussed scaling down the safety section in the policy. A. Brown stated the safety section could be listed as a recommendation. Laos discussed the problem that the Rancheria encountered with the lack of house numbers, stating that it caused problems distinguishing sites of emergency. Due to this, she stated that the inclusion of GIS coordinates could be beneficial, or the policy could state to follow the City's Emergency Plan. Kelly stated she will review the General Plan to obtain the GIS coordinates, if available. Kelly questioned the amount of crime on the trail. Laos confirmed that individuals break into cars on Scenic Dr.

The Committee discussed funding on page 16. Braziel stated the Committee needs to sell the importance of the trails to the Council and public, because as they degrade the public will lose out. Kelly opined that the American Trails Association's documentation would be beneficial for the Committee to review, and suggested an annual fundraiser. Laos advised that seeking outside funding is key, as T.O.T. will fluctuate.

The Committee discussed the importance of photos, specifically how they are beneficial in identifying risks. The need to identify risks with markers was debated. A discussion regarding the importance of visible information, such as the presence of a kiosk, was discussed.

The Committee confirmed with the students that they will be providing a presentation to the City Council on May 8, 2019.

Public Comment:

S. Madrone (Greater Trinidad Area Resident) provided comments throughout the meeting, as summarized. He found the background section to be culturally insensitive, as Trinidad was not discovered in 1595; he suggested the Committee work on rewriting it. In regards to funding, he suggested that the City's Grant Administrator apply for grants, instead of using 10% of the City's budget. He also mentioned the importance of having regular volunteer meeting times, as volunteers are more likely to participate. He further mentioned that Inmate Work Programs, such as SWAP, are a good resource and allows for skill building. Madrone stressed the importance of trails, as they bring people together. He also discussed the City's liability, stating that once a risk is brought to the City's attention and not addressed, liability falls upon the City.

VII. REQUEST FOR FUTURE ITEMS

Review of the Committee Charter and discuss/draft a resolution.
Discuss the nomenclature of trails.
Van Wycke Trail

VIII. ADJOURNMENT

Meeting adjourned at 6:22 pm. Next meeting scheduled for 4:30 on May 21, 2019.

Submitted by:

Angela Zetter
Administrative Assistant

Approved by:

Tom Davies
Council Member

DRAFT and 5/2/2019

Trinidad Trails Policy

Trinidad, California

Compiled for the City of Trinidad Trails Committee by Natasha Braziel, Alexander Brown, Grant Olin, Andie White, Environmental Science and Management Senior Planning Practicum, HSU, Spring 2019

Notes to the Trails Committee:

- Orange highlights need completed by someone designated by the committee

- Green highlights will be removed after the City Council approves the trails policy

****Notes to Trails Committee: This document should also be reviewed by the City Attorney in its entirety to properly address liabilities and damages****

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A. INTRODUCTION

1. Background

The City of Trinidad's¹ unique location on the coast with panoramic vistas and beautiful beaches makes its trail system a treasured asset for residents and visitors alike. Trails are important because they provide access² to natural and culturally significant areas, for recreation, for scientific study, and for understanding our relationship with nature. Trails enhance public health and provide a vital medium for community cohesion. They also serve to bolster the local economy by attracting people to the area. Some of the trails in the City of Trinidad also provide a means of use³ for alternative transportation.

The City of Trinidad maintains trails within the community for use by residents and visitors.
(Trinidad resident volunteer to add more background and History of area here)

There are eight trails in the Trinidad trail system that are referred to by their general location on Trinidad Head, State Beach Trails, Harbor Area Trails, Harbor Area Trails, and the Old Home Beach Trails.

2. Purpose

The purpose of this **DRAFT** trails policy is to provide the City with management principles and access guidelines to maintain safe and enjoyable recreation opportunities and to conserve natural and cultural resources associated with the trail system. While the City of Trinidad's trails are addressed in the Trinidad Municipal Code, a more comprehensive policy is required to fully address the Trinidad General Plan goals for the City's trails.

The **DRAFT** Trinidad trails policy provides a framework for allowable uses, maintenance and monitoring, stewardship and outreach programs, funding, permitting, and liability for the Citywide trails system.

With an increasing population in the North Coast region and a growing number of visitors utilizing City trails, a growing concern for visitor safety, habitat resilience, homeowners' rights and responsibilities, and respect for historic and tribal traditions has ensued. This **DRAFT** trails policy responds to requests by the City Council, as part of the City's goals and priorities discussion, and advises the City regarding state and federal regulations, environmental review, and public input requirements. The City's General Plan (1978) provides an overarching vision,

¹ "Trinidad" or "the City" are used interchangeably to refer to the City of Trinidad.

² "Accessibility" or "Access" refers to access and use of trails by people with disabilities. Humboldt County is subject to Title II (State and Local Government Programs and Services) of the Americans with Disabilities Act (ADA), a federal civil rights law passed in 1990. Title II of the ADA prohibits discrimination against people with disabilities and required state and local governments to provide equal access for all community members to participate in or benefit from government-sponsored programs and services. The trail system for the City of Trinidad will be developed to provide equal access for people with disabilities when feasible.

³ "Use" means the purpose for which either land or water or a structure thereon is designed, arranged, or intended, or for which it is, or may be, occupied or maintained. [Ord. 166 Appx. A, 1979]

statement of long-range goals and policy implementation for all activities affecting the City of Trinidad. Goals pertaining to the trail system, outlined in the General Plan include:

- Develop plans for local beaches, state parks and connected trails.
- Formalize and mark a trail system around the City of Trinidad in a simple, unobtrusive, and uniform theme.
- Require regular trail maintenance activities.
- Seek implementation of conservation easements where feasible.
- Discourage disturbance, vegetation removal, and construction within the Tsurai Study Area.

In the City of Trinidad's General Plan and City Goals for 2018-2019, the City Council requested the development of a comprehensive Trinidad Trails Plan. In 2017, the City Council chartered a Trinidad Trails Committee to advise the City Council, City Staff, and the Planning Commission on matters relating to trails within the City's regulatory overview.

This **DRAFT** policy draws upon many resources and documents (please see reference section for a complete list of sources), including the current and draft Trinidad General Plans. The policy should be adaptable to meet future general plan revisions.

There are several State and County managed trail systems in the Trinidad area, however only city-managed trails will be discussed in the following policy recommendations.

3. Description of Trinidad Trails

Trinidad Head Trails

- **Trinidad Head:**

History: Historically significant, the Head was inhabited by the Yurok peoples for millennia before being "discovered" in 1595 by Cermeno, captain of a Spanish Galleon from the Philippines. For the next 255 years, the Head was the only known anchorage in northern California. On June 9, 1775, the Head was officially claimed for Spain and named Trinidad by Spanish captains Bon Bruno de Hezeta and Don Juan Francisco de la Bodega y Quadra who erected a wooden cross near the top of the Head. In 1913 a granite cross was placed on the Head by the Club Women of Humboldt County commemorating this event. The lighthouse on Trinidad Head (on Coast Guard Property with limited public access) has been in continual operation since 1871.

Description: The trailhead begins at the foot of Trinidad Head from the south side of the beach parking area up a roadway that leads to the Coast Guard Housing. The trail follows the roadway to an overlook point where it turns up towards a gravel road just before the Coast Guard Station gate. The trail continues up to the granite cross. Just west of the cross is an unimproved trail that follows around the south side of the head and loops back down to the first bend in the paved road. Benches are available along this route. The trail, about one mile in length, has an elevation gain of about 300 feet.

Trinidad State Beach Trails:

- **State Park Trail:**

History: The State Park Trail provides a connecting link between Trinidad Beach, adjacent to Trinidad Head and Trinidad Beach State Park, adjacent to the elementary school. Humboldt State University Marine Lab is located adjacent to this link. The trail continues on State property to College Cove and Elk Head

Description: The trailhead begins at the paved parking lot adjacent to the Humboldt State University Telonicher Marine Laboratory on Ewing Street. Traveling north there is a paved road for 200 feet. From there the unimproved trail proceeds along the paved road north, past the Underwood Avenue Trail, eventually leading to the State Park. Proceeding south from the Marine Lab the trail leads to Trinidad State Beach, Trinidad Head, and the harbor via Edwards Street. From various secondary trail access points proceeding west, one can reach the Trinidad State Beach.

- **Underwood Trail:**

History: The name Underwood comes from a pioneer family of the area who lived next to the present day Humboldt State University Telonicher Marine Laboratory.

Description: The trailhead begins on Underwood Avenue, where parking is available on the street. There is a narrow unimproved right-of-way from Underwood Avenue between two fences that proceeds west to the State Park Trail.

Harbor Area Trails

- **Harbor Trail:**

History: The portion of the trail from Galindo Street to the harbor area used to be the main street from town to the sea. It provided access to Launcher Beach, which was the main landing place for town. At one point, the harbor area provided access to a whaling station. The trail now connects the top of the bluff⁴ with the pier, restaurant, and bait shop.

Description: The trailhead begins near the corner of Trinity Street and Edwards Street, where parking is available along Edward's Street. Traveling west, it veers off Edwards

⁴ "Bluff" means a scarp or steep face of rock, decomposed rock, sediment, or soil resulting from erosion, faulting, folding, or excavation of the land mass. The bluff may be simple planar or curved surface or it may be steplike in section. For the purposes of this title, "bluff" is limited to those features having vertical relief of 10 feet or more. "Bluff edge" is the upper termination of a bluff. When the top edge of the bluff is rounded away from the face of the bluff as a result of erosional processes related to the presence of the steep bluff face, the edge shall be defined as that point nearest the bluff beyond which the downward gradient of the land surface increases more or less continuously until it reaches the general gradient of the bluff. In a case where there is a steplike feature at the top of the bluff face, the landward edge of the topmost riser shall be taken to the bluff edge. [Ord. 166 Appx. A, 1979]

Street at the Historical Marker and traverses down Van Wycke Street to Galindo Street. Additional parking is available off Galindo Street. The trail extends south to the bluff's edge and then down a stairway to Launcher Beach, the harbor area, fishing pier, and Trinidad Head.

Old Home Beach (formerly known as Indian Beach Trails)

- **Axel Lindgren Memorial Trail:**

History: The Tsurai people have historically used this trail for centuries. The City completed trail improvements in 1997 in conjunction with a court settlement agreement entered into between the City, the State, and a private resident (Frame vs. Trinidad et al, Humboldt County Superior Court #DR920104) with approvals from the State Coastal Conservancy and Coastal Commission. The trail was constructed by the Yurok tribe and funded by the Coastal Conservancy and private funds. It was originally named the Hogback Trail or Lighthouse Trail until August of 1999 when the City Council renamed it the Axel Lindgren Memorial Trail. The name change was in honor of a local Native American and long-time resident of Trinidad who provided care for the Tsurai Village Site and educated the public about his native Tsurai people that lived in Trinidad.

Description: The trail has been designated the primary access to Old Home Beach. The trailhead begins just west of Trinity Street and Edwards Street where parking is available to the east and west. It is one the most challenging trails in the City following the bluff down to Old Home Beach. Stairs, cable steps, handrails, and benches are provided along the trail. The bottom of the trail is prone to wash outs by winter waves. Caution should be used. Secondary trail access up the bluff is available 900 feet to the southeast up the Parker Creek Trail.

- **Old Wagon Road Trail:**

History: This trail (formerly referred to as the Wagner Street Trail) was an official Humboldt County road into Trinidad called Old Wagon Road and served as the main access into town from Scenic Drive (old highway) until an alternative access was provided from Highway 101. The North Coast Land Trust was deeded a fifteen-foot easement just prior to 1980 in exchange for development that affected the original road/trail alignment. The realigned trail proceeds alongside a paved driveway on private property for public access to the trail from Wagner Street (a private road). This trail is identified in the City's 1976 General Plan⁵ Circulation Map.

Description: The trailhead begins at the intersection of Ocean Avenue and Wagner Street. Parking is available on Edwards Street. From Ocean Avenue the trail can be accessed

⁵ "General plan" means the Trinidad general plan, as amended, including the seismic safety, public safety, noise and scenic highway elements adopted in 1975 and the following elements adopted in 1976: land use (including sections on existing land use, commercial development, and visitor accommodations), circulation, housing, open space and conservation (including sections on unstable slopes, soil characteristics, water resources, and biological resources), recreation, public services and community design. [Ord. 166 Appx. A, 1979]

through a driveway access between the first and second houses on the ocean side of Wagner Street. It proceeds easterly until it meets up with the Parker Creek Trail and the Groth Lane Trail, all of which lead to Old Home Beach. Notes: no parking is available on Wagner Street per the 1994 Settlement Agreement. This trail is for daylight use only and excludes dogs.

- **Parker Creek Trail:**

History: this trail was once a roadway connecting the Old Wagon Road after it crossed Parker Creek and provided an access into town. In 1998, Bill Bevall gave property to the City for additional trail easement for public access along this pathway. This trail is identified in the City's 1976 General Plan Circulation map.

Description: The trailhead begins at the intersection of View Avenue and Parker Creek Road, which is parallel to Main Street behind Murphy's Market. Parking is available along View Avenue. This trail begins off Parker Creek Road down a gravel roadway between fenced properties. At the end of this roadway, the trail enters a vegetated area and follows along Parker Creek. It joins the Groth Lane Trail and is another way to get to Old Home Beach. Note: no parking is available on Parker Creek Road.

- **Groth Lane Trail:**

History: The trail was dedicated and improved with minor trail improvements during the Groth/Iverson subdivision in the 1970's. It is also part of the Old Wagon Road access onto Scenic Drive. This trail is identified in the City's 1976 General Plan Circulation Map.

Description: The trailhead begins on the west side of Scenic Drive just north of the Lanford Road intersection. No designated parking is available adjacent to the trailhead or on Scenic Drive. The trail, which is generally unimproved, proceeds downhill where it meets up with the Parker Creek Trail after it crosses Parker Creek. This trail provides another way to get to Old Home Beach

B. PUBLIC ACCESS

The City recognizes the importance of maintaining public access to the Trinidad trails system within City limits and along the coastline. The City seeks to:

- Provide opportunities for physical activity, discovery, fun, and enjoyment.
- Provide opportunities for people to connect with nature, experience wilderness, and observe natural beaches.
- Promote lawful trail use, reduce violations, reduce impacts to natural resources, prevent displacement of any trail users, minimize disturbance to existing neighbors, and avoid endangerment of other trail users.

The City holds discretionary power to authorize, limit, or otherwise restrict uses and to adopt rules and policies as it deems necessary to protect users, preserve natural and cultural resources

associated with the trails system, and uphold the rights of neighboring stakeholders, including private property owners, tribes, and local and state governments.

Similarly, the City may authorize closure of and/or limit uses on any trail for maintenance, seasonal species protection or propagation, or other reasons to protect users and the trail system. Some trail management and enhancement activities may require a coastal development permit.

Any additions, restrictions, or amendments to this public access policy must adhere to public input procedures and all substantive public comments should be considered under provisions in the Brown Act (CA Government Code § 54950 – 54963). A formal decision to amend this public access policy or to permanently or periodically close any trail should be posted at City Hall and on the City's public website.

Any new public access designations should be consistent with historical use, capacity of existing infrastructure, and consideration of cultural and natural resources.

1. Trail Use Policies

Right of way and rules of use are established for the safety of trail users and to protect, preserve, and enhance the environment near trails and neighboring landowner's property.

Allowable uses, rules for access and right of way, and conventional trail etiquette

- Public access is granted to pedestrians.⁶
- Americans with Disabilities. It is expected that a proportion of pedestrians may be characterized as disabled pursuant to the Americans with Disabilities Act (42 U.S. Code § 12101). Efforts to expand access to accommodate pedestrians with disabilities should be explored with consideration for existing infrastructure, landscape qualities, and budgetary constraints.
- Prohibition of Off-Trail Pedestrians. Pedestrians must stay on system trails. Off-trail use of non-system trails (sometimes referred to as "social trails"⁷) by pedestrians is prohibited.
- Trinidad Head hikers are subject to the Trinidad Municipal Code Chapter 12.12, Trinidad Head.
- Trails are considered public grounds and therefore subject to Trinidad Municipal Code Chapter 12.18, Public Grounds.
- Dogs. Dogs and their owners are subject to the Trinidad Municipal Code Title 6, Animals. Pets other than dogs are not permitted on trails. Dogs must be on leashes no longer than 6 feet in length. Owners must remove their dog's droppings.
- All camping in and around the Trinidad Trails System is prohibited.

⁶ "Pedestrian", for all intents and purposes, means any person afoot.

⁷ "Social trails": A social trail is an informal, non-designated trail between two locations. Social trails often result in trampling stresses to sensitive vegetation types.

- Trail permitted uses are subject to their respective zoning as outlined in the Trinidad Municipal Code Title 17, Zoning - “Principle permitted uses” and “Uses permitted with a use permit”.
- Bicycles. Due to busy tourist traffic, the presence of children, and inclement weather, caution is urged when riding through town. Redwood Community Action Agency (RCAA) published a bike trails plan/map for Humboldt County that included several paths through Trinidad. These are not designated with separate bike lanes. Ocean Avenue has also been designated as a bicycle path. Bicycle racks are provided in several places in town to provide for parking while walking in town or on the trails. The use of bicycles on pedestrian trails is prohibited.
- Activities not specifically mentioned in this trail policy are hereby prohibited.

Table 1: Trailhead Access Points

Trail Name	Location	Ownership	Parking	Trail Use Options	ADA Accessible
Trinidad Trailhead	Trinidad State Beach & Ewing street	City-owned	Parking available at beach parking area	Pedestrians	No
State Park Trail	Trinidad head and Trinidad state park & College Cove and Elk Head	City-owned; State-owned	Parking available at State Park	Pedestrians	No
Underwood Trail	Underwood Avenue	City-owned	Parking Available on Underwood Avenue	Pedestrians	No
Harbor Trail	Galindo Street & harbor area	City-owned	Parking Available along Edward's Street	Pedestrians	No
Axel Lindgren Memorial Trail	Trinity Street & Edwards Street	Yurok Tribe; City-owned	Parking available at east and west Trinity Street & Edwards Street	Pedestrians	No
Old Wagon Road Trail	Highway 101	City-owned	No Designated Parking	Pedestrians	No
Parker Creek Trail	View Avenue & Parker Creek Road	City-owned	Parking available along View Avenue	Pedestrians	No
Groth Lane Trail	Scenic Drive & Landford Road intersection	City-owned	No Designated Parking	Pedestrians	No

Ownership options: County-owned, City-owned, State-owned, or Privately-owned

Trail Use Options: Hiking, Biking, Strollers, Dog Walking

ADA accessible Options: Yes, No, Pending, TBD (To be determined)

Recommended Row Depicting Accessibility and Location of Restrooms

2. Safety Policies

The City has regulatory authority to protect public health, safety, and welfare in conjunction with the “police power” clause in the California Constitution (Cal. Const., art. XI § 7). As such, the City can develop rules to ensure safety. It can also impose fines or refer persons⁸ who commit illicit activities while using the trail system to the appropriate law enforcement agency (i.e. the Sheriff’s Department). Violations are punishable by penalties as authorized by Government Code Section 36901.

Visitor Safety. Trinidad recognizes visitor safety as a priority when designating and managing the trail system. Trail uses that compromise the safety of trail visitors are prohibited. **The City shall consider visitor safety when designing, designating, maintaining, and managing any trail.**

Rules, codes, protocols, and plans to keep users safe on all trails.

- Hazardous substances, as defined in the Trinidad Municipal Code, Title 8: Health and Safety, are not allowed on trails.
- Trails are subject to the Trinidad Municipal Code Title 9, Public Peace, Morals, and Welfare. This section includes the outlining of expectations for public decency, alcohol, weapons, and so forth.
- Any part of a trail that is also deemed a street is subject to the Trinidad Municipal Code Title 10, Vehicles and Traffic.
- Temporary Trail Closures. Trinidad reserves the right to temporarily close any portion of the trail system due to emergencies, inclement weather, maintenance, and any other reason that has the potential to impact visitor safety. Trails shall be temporarily closed when conditions become unsafe. Such conditions include but are not limited to soil erosion, flooding, fire hazard, fallen trees, overgrown vegetation, predator sightings, and reports of illicit activity.
- The City should establish a list of trail-use rules to ensure safety as well as promote compliance, enhance user enjoyment, and protect natural and cultural resources. Trail rules should be disseminated to homeowners, published on the City’s website, and/or posted at informational kiosks.

Develop emergency⁹ protocols with local emergency response agencies.

⁸ “Person” means any individual, public, or private corporation, political subdivision, partnership, firm, trust, or estate or any other legal entity whatsoever which is recognized in law as the subject of rights or duties

⁹ “Emergency” means a sudden, unexpected occurrence demanding immediate action to prevent or mitigate loss or damage to life, health, property, or essential public services. [Ord. 84-180 § 6, 1984]

- Trails shall be maintained in a manner that ensures that emergency personnel (police, fire, the Coast Guard) have access to the trail. Emergency access for safety, security, or maintenance purposes is based on an established protocol between the parks, fire, and police departments. If these protocols do not yet exist for a particular agency, the City should discuss and develop them. The initial responding party will notify the other emergency departments as soon as possible, if necessary.

Utilize an Integrated Trail I.D. System.

- Trail names and corresponding GPS coordinates are effective in assisting fire and safety personnel in locating trail users who may need assistance in emergencies. Trail identifications are also useful for City staff and Public Works to locate specific trail maintenance/improvement areas that have the potential to impact safety.
- Trail Identification Signs¹⁰ at each trailhead can be mapped by the City's GIS staff (or contracted out) to correspond with GPS coordinates. These integrated points can then be shared with appropriate first responders (i.e, CalFire, Humboldt County Sheriff Department, US Coast Guard).

3. Expansion and Connectivity Policies

These policies refer to expanding the existing trail system or connecting to trails managed by other entities. In doing so, conserving existing natural and cultural resources is a priority.

Expansion and preservation across boundaries to ensure the trail system stays intact.

- The City should preserve existing trail routes designated for public use on the Trinidad Trails System maps, and expand the public trail network for all user groups where appropriate.
- The City should acquire land to expand the system when physically and economically feasible¹¹. Expansion can be accomplished through fee-title acquisition based on market-value appraisals or via conservation easement agreements between the City and private landowners.
- Trail Connectivity. Trinidad strives to increase trail connectivity for all trail users. Trinidad seeks to provide opportunities for short to medium distance loops and long-distance routes. Trinidad may consider one-way, uphill-only, and single-use trails to achieve these ends.

¹⁰ "Sign" means any message, word, symbol, design, picture or visual medium which is intended to draw attention to a product, service, business, person, institution, or location and is placed or painted on the ground, or on any tree, wall, fence, rock, structure or thing whatsoever and placed thereon whether indoor or outdoor, so as to be visible from off premises, exclusive of legal notices, safety and directional signs posted by public agencies. [Ord. 166 Appx. A, 1979]

¹¹ "Feasible" means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors. [Ord. 166 Appx. A, 1979]

- Trinidad should seek to coordinate their trail expansion with local and regional trail systems (Hammond Trail, Coastal Trail, Strawberry Rock Trail, etc).

Relationships with Private Landowners

Current and future easements and access agreements shall respect the rights of the landowner while also maintaining safety and public access.

- Trinidad shall strive to coordinate trail design and management with the owners and managers of adjoining lands including but not limited to private landowners, Trinidad Rancheria, California State Park Service, and the Bureau of Land Management (BLM).
- Management decisions and restoration/maintenance actions specific to the Wagner Street Trail shall respect the Mutual Settlement Agreement and Release by and between John Frame, the City of Trinidad, the California Coastal Commission, and the California Coastal Conservancy.

C. MAINTENANCE AND STEWARDSHIP

As trail stewards, the City is responsible for ensuring the viability of trails long into the future. Trails in the City of Trinidad require maintenance to protect and enhance natural and cultural resources and to keep trails in a safe and accessible condition. The following policies establish a monitoring and maintenance schedule and designate the personnel and resources necessary to perform routine inspections and maintenance activities. The preferred outcome will be to proactively detect and resolve trail infrastructure issues.

Operations include opening and closing gates, waste disposal, and implementing temporary measures (warnings and closures) during inclement weather and/or hazards including, but not limited to, erosion and bluff failure.

Maintenance encompasses a range of routine and non-routine tasks, including:

- Trail surface maintenance. Periodic maintenance includes filling and grading depressions in the trail tread¹², removing edge berms, and re-reconditioning drainage features such as drainage dips. Maintaining the surface of accessible trails will be a priority.
- Erosion control. Work will be needed to manage hillslope runoff coming on to the trail system and to implement various slope stabilization measures.
- Vegetation management. Clearing fallen branches, limbs, and trees is important, especially after storms. Taking measures to remove invasive species is a priority to protect native habitats and species. Trail brushing should be performed annually beginning in the late spring to allow access to entire trail. This work should be performed during the months of May and June, except where sensitive species or habitats indicate otherwise. Springtime is when birds begin nesting and this will need to be taken into account by the City before creating disturbances.

Responding to vandalism, repairing short cuts, and decommissioning informal/social trails.

¹² "Trail Tread" means the surface of the trail upon which users travel

New¹³ trail infrastructure additions and other management or restoration projects, are subject to the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) and may be subject to the Coastal Zone Management Act.

Any project located within the Coastal Zone must address Design Review and View Protection findings of the Trinidad Zoning Ordinance.

Trinidad should collaborate with local organizations to implement a Trail Stewards Program. A partnership program could provide liability insurance, volunteer training curriculum, and a support structure to help with continued maintenance on the trails.

We recommend the City initiate the Trail Stewards Program and have meetings and events scheduled regularly. Potential partners and volunteer organizations might include HSU's Natural Resources Club and Pacific Outfitters' Pack Out Green Team.

1. Maintenance and Monitoring Policies

Maintenance Responsibility

- The responsibility for trail maintenance should be clearly delineated when trail is created or adopted. Project maintenance should be done by professionals or skilled trail workers.

Maintenance Procedures and Frequencies

- Baseline inspections and inventories should be conducted for all trail assets. For each trail, a maintenance schedule appropriate to the trail assets and level of usage should be established, a checklist should be prepared for use during future maintenance, a map of the trail should be prepared, and the inventoried assets and their condition should be documented. Projected maintenance costs are estimated based upon the baseline inventory.
- The priority of maintenance activities is visitor safety, and protection of natural and cultural resources and trail investment. It is preferable to close trails during maintenance, to protect trail users and workers. All trails under management should be inspected, status documented, and repaired no less than annually. Reports should be updated yearly.
- Two types of maintenance are conducted: Annual Maintenance, consisting of drainage maintenance, clearing, tread maintenance, and brushing; and Project Maintenance, consisting of rehabilitation, construction, and restoration.
- Cleaning is the removal of litter and debris. It is anticipated that trail cleaning will need to be conducted quite regularly.

Maintenance Work Crew Rules

- The priority for work crews is safety. Maintenance crews must be trained in the work to be done, as well as tool use. The crew should do stretching exercises to warm up before beginning work. Proper headgear, gloves, boots, eye protection, and knee guards should

¹³ "New" means any use established, building or structure constructed, development undertaken, or lot created after the effective date of the ordinance codified in this title. [Ord. 166 Appx. A, 1979]

be worn when appropriate. Radios should be carried and emergency resources alerted when appropriate to be prepared if injuries occur.

Safety concerns for maintenance activities:

- Avoid accidents caused by not paying attention to duties while working. The main causes of accidents are: careless use of tools; being unaware of danger; inexperience; overconfidence.
- Particular concerns: Do not work during strong winds, rain or lightning.
- Noxious plants and animals: wear gloves, long sleeves, long pants, boots and a face shield if necessary, while watching for animals. Wash well, check body for ticks, etc.
- Know accident reporting procedures.
- Work crews should ensure they have necessary items for the work, and that needed items such as replacement signs have been ordered well in advance of the scheduled work.

Delegation of Maintenance Duties/Responsibilities

- Maintenance will be performed by the City Department of Public Works and in special circumstances when authorized by the City, by volunteer groups and organizations. Any maintenance operations should consider the stewardship of natural and cultural resources, public amenities, and ecosystem functions and how project alterations to each will impact current and future generations.
- When addressing maintenance activities, time is of the essence. The City can utilize Sheriff Work Alternative Program (SWAP) crews when necessary.
- To augment maintenance duties, the City can collaborate with volunteers groups such as the Humboldt Trails Council, Humboldt State University, Trinidad Coastal Land Trust, local and regional non-profit organizations (Northcoast Environmental Center, The Nature Conservancy), Trinidad Union School District, and local residents. Further information regarding volunteer organization and releases of liability can be found in the sections titled Public Outreach and Permitting and Liability.
- The need for structural repairs, vegetation removal, and slope stabilization can be itemized, located, and prioritized using the Trinidad Trails Monitoring Report. This form is easy to use and provides a consistent way of expressing trail maintenance concerns.
- To keep the record up-to-date and accurate, Public Works shall fill out the Trinidad Trails Monitoring Report form prior to conducting maintenance *and* following maintenance activities.
- Volunteer Steward Rules. The City will develop a Volunteers' Handbook describing general procedures for volunteer activities, emphasizing safety and protection of environmental and cultural resources. The City will provide channels for volunteers to communicate their concerns and recommendations. The City will provide periodic training for volunteers, or establish certifications from other organizations that are

acceptable for certain types of volunteer work. The City will comply with all applicable laws affecting the use of volunteers, and carry insurance that covers its volunteers.

Annual Baseline Inventory and Monitoring Report Process

- The City should establish baseline conditions for trails to prioritize maintenance efforts, leverage resources and staff, account for areas of increased risk/liability, and determine if improvements from previous maintenance work were effective.
- The City's trails will be assessed annually using Trinidad Trail Monitoring Reports. Maintenance requirements for the following year will be identified.
- The report will also determine the activities which require permits, specifically for construction projects.
- The City will prioritize trail maintenance in its budget.
- Given that visitors are on the trail more frequently than City council members & City staff and can report problems more efficiently, the City should explore approaches to sharing Monitoring Reports with community members and trail visitors. Some avenues include creating a digital version and link it to the City's website and/or printing small, individual pamphlets and put them in publicly accessible location.

Establish a Maintenance and Monitoring Schedule

- A routine maintenance schedule detailing necessary modifications/improvements on trails and trailheads should be adopted to minimize degradation from use, erosion, natural disturbances, and vegetation growth. The tasks outlined in the schedule should be achievable over the course of one calendar year and work around staff and budgetary limitations (see attached Maintenance Schedule attached below).
- Trinidad shall employ best management practices in the design, construction, and maintenance of trails.
- In order to effectively and efficiently guide maintenance procedures, an Annual Inventory Report (AIR) should be produced (e.g. Synthesizing the Trail Monitoring Reports) to thoroughly survey the entire trails system including existing infrastructure, significant natural and cultural resources, and any major impediments to trail use.
- Projects that are predicted to span longer than one calendar year should be addressed on an individual basis.
- City of Trinidad will establish volunteer workdays to address trail maintenance. To become a City trails volunteer, person must sign a waiver of liability with the City.

Volunteer days should, where possible, be coordinated with other groups such as HSU's Natural Resources Club, the Trinidad Coastal Land Trust, California State Parks, and the Humboldt Trails Council. These volunteer work days should be scheduled in a consistent manner in order to gain more volunteers over time.

2. Infrastructure Policies

All new structures¹⁴ within the city-wide trails system will incorporate sustainable design principles to reduce energy consumption. Structures include but are not limited to entrance stations, restrooms, picnic shelters, concession buildings, and the interpretive/nature/visitor centers. Energy saving measures includes consideration of the following:

- Leadership in energy and Environmental Design (LEED) building certification based on the current U.S. Green Building Council certification criteria at the time of design.
- Compliance with the latest California Energy Commission building standards.
- Solar orientation, use of solar panels, employment of passive solar designs with a surrounding vegetation design not blocking solar access.
- Use of Energy Star roofs to exceed Title 24 (CA Energy Commission) requirements where possible.
- For non-roof surfaces, provide shade, light-colored/high-albedo materials, and open grid pervious pavement where possible.
- Use of recycled building and facility materials where possible.

All structures built within the system should utilize an architectural style that is consistent with other structures in the Trinidad area or that are historically appropriate.

Eliminate Trail Redundancy. Identify, abandon, and restore sites with redundant or otherwise unnecessary trails or trail segments.

Facilities that support the trail system such as parking, trash receptacles, and restrooms should be made accessible to the public where feasible.

Restrooms

- We recommend the City provide access to restrooms where feasible. Restrooms are currently located at (Filled in by Committee).

Signage and Kiosks

Since thousands of visitors per year come to Trinidad to enjoy the spectacular coastline, having a clearly marked trail system is an important asset to the City. Marking the trails was prompted by citizen input and also by recognition that some of the trails are not immediately visible to visitors when they park around town. Information from residents described how visitors walking along streets would not see trails or would not know that a trail began a few feet away and would turn around without using the trail.

¹⁴ "Structure" means anything constructed, the use of which requires permanent location on the ground, or attachment to something having a permanent location on the ground. [Ord. 166 Appx. A, 1979]

The purpose of signage is to enhance trail user safety and enjoyment. Signage is intended to provide necessary information without diminishing the aesthetics of the natural setting. Signs should be clear, consistent, and attractive, and developed to reach a range of audiences including first-time users, repeat users, and special users. Special users include people with decreased visual abilities, children, and people with accessibility needs.

Consistency with California Coastal Act Section 30210:

In carrying out the requirement of Section 4 of Article X of the California Constitution, maximum access, which shall be conspicuously posted, and recreational opportunities shall be provided for all the people consistent with public safety needs and the need to protect public rights, rights of private property owners, and natural resource areas from overuse.

At minimum, proposed signage (existing and new) would result in: (1) the conspicuous posting of coastal access facilities within the City of Trinidad; and (2) demarcate the City's formal pedestrian trail system; and (3) provide a public service by identifying the restrictions applicable for the use of certain trails. Any proposed signage project must be consistent with and carry out key public access provisions of both the Coastal Act and the Trinidad General Plan.

Guidelines for sign design, placement, and maintenance can be found in the following City documents and can be accessed at City Hall:

- Sign Inventory and Assessment (Carson Welte, n.d.): locations and maintenance priorities.
- California Coastal Trail Signage Project (2010): description, geographic coordinates, photos, comments, placement, insignia size, fastener type.
- Primary and Secondary Trails to Indian Beach (2009 Staff Report): staff recommendations and conditions of approval
- Draft Sign Concept Document: design elements & preferred materials.

We recommend updated and formal signage for accessibility.

- General: Obvious but unobtrusive signage should be used to (1) describe regulations for use and traffic control, (2) warn of hazards, and (3) provide navigational and interpretive information. Signs should be constructed of highly durable materials that will require minimal maintenance in the expected conditions of sun, temperature, and precipitation. Signs should be located outside of the tread width.
 - Regulations: Signs at each trailhead and major access points should describe (at a minimum): (1) Allowable uses; (2) Right-of-way rules and trail etiquette (e.g. no camping, hours of operation) (3) Legal jurisdiction and enforcement authority.
 - Warnings: Signs warning of general hazards (weather, lack of services, emergency contacts, etc.) should be placed at each trailhead. Signs warning of unusual hazards along the trail should be easily readable, at least 4 feet high.

Information: Each trailhead should have informational signage including a trail map, trail distances, and level of difficulty. There may also be more extensive signs or displays describing the natural and other features likely to be encountered. Trail junctions should have signs indicating the destinations and mileage in each direction. Mile markers and interpretive signs along the trail should be unobtrusive, and should be placed outside the cleared path area. Signage should be sufficient that users can navigate the trail without a map.

- Kiosks provide visitors with information to orient themselves, learn about trail conditions and opportunities, trail regulations, hours of operation, local events such as activities programmed for the City. Kiosks should be readily identifiable by trail users as informational contact stations and provide elements such as bulletin boards, regional trail maps, rules and regulations and accessibility advisories.
- Interpretive signs enhance the trail experience by providing information about the history and culture of the area. Such exhibits may discuss local ecology, people, environmental issues and other educational information. Educational signage may be placed at scenic view areas or in relation to specific elements being interpreted. They may take on many forms including textual messages, plaques, markers, panels, and demonstrations. Interpretive signage may occur almost anywhere to coincide with a point of public interest, but will likely be more condensed at staging areas, trailheads and vista points where users are more likely to spend time off the actual trail surface resting or enjoying the view. Because interpretive signs need to relate directly to the needs of a site, no specific guidelines have been established for their format. However, interpretive signs should be concise and integrated into an overall area sign plan. In addition, they should be constructed of highly resilient materials with easily cleaned or repaired surfaces.

Fencing and Railing

- Railings for trails should be used only where a drop-off occurs that needs safety protection or to control access.
- Fences should be constructed only if required (1) for safety, (2) by landowner stipulation, (3) for confining stock, (4) for restraining people from leaving the trail, or (5) for keeping motor vehicles off the trail.
- Fences should be made of wood and fit in as well as possible to the natural surroundings. They should not interfere with the movement of wildlife. Use of barbed wire or chain link fences is discouraged. Bollards for the exclusion of motor vehicles should be placed approximately 5 ft. apart to allow for the easy passage of pedestrians. Rails will be appropriately spaced to prevent injury to trail visitors.
- Trail Stabilization: When a trail is built in steep terrain or on a steep cross slope¹⁵, wood log retaining walls, rock or log trail buttresses or wood trail steps will be implemented as necessary to maintain trail stability and prevent erosion.

¹⁵ "Cross slope" means the slope of the trail tread from edge to edge perpendicular to the direction of travel

- Trails are subject to Trinidad Municipal Code Chapter 15.16, Grading (City of Trinidad, 2012).

Staging Areas

Staging areas should be provided at major trail system access points. Major staging areas may include the following: shade trees or shade structures; seating areas; bicycle racks; water fountain; interpretive and directional signage; trash receptacles and pet waste stations; and restrooms.

Parking

Signage should direct visitors to accessible parking.

- Park hours are dawn to dusk - year round.
- No overnight parking allowed.
- Motorized vehicles are prohibited except in roadways, parking areas designated for motorized vehicles, as needed for public safety purposes, or by permit.
- No vehicle may be parked on City property between 10:00 pm and 5:00 am

Trash Receptacles and Pet Waste Stations should be explored to reduce trash and dog waste.

3. Natural Resources Conservation Policies

- Design, Build, and Manage Trails in a Sustainable Manner. Incorporate design measures that protect vegetation, preserve habitats, and minimize erosion.
- Trinidad will prohibit trail uses that compromise the protection of natural resources.
- Locate Trails to Protect Habitat. Align or relocate trails to avoid impacting sensitive habitats such as wetlands and areas where endangered species are present.
- Protect and enhance the habitats of native plants and animals. Those whose survival is threatened, endangered, or tenuous, or whose regional presence is rare, shall be given special protection.
- Trinidad shall strive to reduce populations of non-native species, for the benefit of native habitats and species.
- Trails should be situated at adequate distances from streams to protect riparian and aquatic habitat and wildlife corridors. Trails may occasionally diverge close to the top of the bank to provide visual access and opportunities for interpretive displays on the environmental sensitivity of creek habitats.

- Riparian Zones¹⁶. Riparian vegetation within 100 feet of major coastal streams should be protected. The major coastal streams in the City are Mill Creek, McConnahas Creek, and Parker Creek. Structures and activities should be sited outside the riparian protection zone whenever possible. If not possible, areas that must be disturbed should be kept to a minimum and be replanted with appropriate vegetation.
- Trinidad should partner with public agencies, non-governmental organizations, and landowners in regional and countywide efforts to inventory special status species (endangered, threatened) and to develop regional habitat conservation plans that protect special status species, wildlife corridors, ecosystems, and biodiversity.
- The presence of rare plants should be considered in the development of any trails.
- Development of Trinidad Head should be kept to a minimum to protect animals and rare plants. Vegetation maintenance should be consistent across all trails.
- Maintenance activities performed on Trinidad Head trail shall be conducted in accordance with the California Coastal Commission Management Plan and following Vegetation Management Guidelines.

4. Cultural Resources Conservation Policies

- Protect High-Value Cultural and Historic Resources by Rerouting or Confining Visitor Access. Areas of high-value cultural and historic resources will be protected from disturbance and adverse impact. This will be done through a number of means.
- Remove or Realign Trails Away from High-Value Cultural and Historic Resources. As a general policy, designated trails will be routed away from high-value cultural and historic resources whenever possible and feasible. Trinidad may permanently decommission a trail in order to protect high-value cultural and historic resources.
- Trinidad shall accommodate remnants of non-native species (such as orchards) when they contribute to an understanding of historic and cultural landscapes.
- Review under Public Resources Code 5024 is required to identify any significant cultural resources within the area of potential effect for a proposed project. In the event that avoidance of a cultural resource is not practicable, mitigation measures to decrease the effects of a conversion project to less than significant shall be proposed. Construction monitoring shall take place to decrease the potential for effects to cultural resources in areas of moderate to high sensitivity during construction.

In the event that previously undocumented cultural resources are encountered during project construction (including but not limited to dark soil containing shellfish, bone, flaked stone, or ground stone, or deposits of historic remains), work within 100 feet of that location shall stop until a State qualified archeologist has evaluated the area. If any human bones or remains are

¹⁶ “Zone” means a portion of the territory of the City within which certain uniform regulations and requirements or combinations thereof apply under the provisions of these regulations. [Ord. 166 Appx. A, 1979]

uncovered, work shall stop until the County Coroner, State qualified archeologist, and appropriate Native American representatives have evaluated the find. Effects to sacred or religious sites shall be avoided to the maximum extent practicable. If a sacred religious site exists in a project area, formal State Historic Preservation Office consultation shall occur as well as review by the Native American Heritage Commission.

The City will consult representatives of the Trinidad Rancheria and refer to the Tsurai Management Plan when conducting maintenance in or near the 12-acre Tsurai Study Area (TSA).

- Trinidad shall consult local tribes on cultural resources in relation to present and future trail locations, designations, maintenance activities, and management decisions.

D. PUBLIC OUTREACH

1. Provider and Partner Policies

Trinidad will collaborate with and include all stakeholders in developing trails policies and maintaining the trail system, making sure the public is well informed about the trails.

The City will ensure public outreach and inclusivity by:

- Coordinated Trail Planning. The City will promote collaboration among Trinidad citizens, tribes, public land management agencies, nongovernmental organizations, and private landowners to implement the Trinidad Trails System and regional trail systems.
- Trinidad will conduct public outreach to inform Trinidad residents of its mission, lands, resources, and programs; to enhance visitor appreciation and the educational value of trails; and to promote good relations with neighbors.
- Trinidad shall encourage public participation in its decision-making processes and, specifically, encourage the participation of neighborhoods and communities in discussions of issues affecting their interests.
- Neighborhood volunteers and other groups should be encouraged to provide trail support services ranging from trail stewards and cleanup activities to annual maintenance and construction. These activities must be approved by the City.

E. FUNDING

Trinidad attracts many tourists and is known for its trails. Many benefits are derived from maintaining a well-functioning trails system. Some of which include:

- Economic – enhance property values and increase tourism and local tax revenues.

- Social and Community – trails are a natural place for friends and neighbors come together.
- Educational – providing an outdoor classroom for history, culture and nature.
- Environment – foster environmental awareness, improve understanding of our natural heritage, and promote stewardship of the environment. Additionally, transportation and commuting use of trails contributes to reduced greenhouse gas emissions and improved health and wellness of individuals.
- Health and fitness – improved health and physical well-being for both individuals and communities, reduced health care costs, and enhanced productivity, communities with recreational trails have lower obesity rates.
- Heritage and cultural – recognition and respect for Yurok culture and historical values.

A percent of the annual City budget should be allocated for the stewardship and maintenance of Trinidad's Trail System.

A long-term funding plan should be developed to supply materials, tools, equipment, signs, waste disposal, and staff time to perform operation and maintenance and coordinate volunteers. Additional funding should be sought to support trail system functions.

1. Funding Policies

Designation of funding and possible funding sources for the trails program. Ensure Trails have Adequate Funding.

- Determine the minimum cost to maintain trails.
- Determine funding sources. Sources can be from the City Budget, applying for grants, the Transient Occupancy Tax, or by using donation boxes (Iron Rangers) at high use trail access points.
- The trails committee should assess how much money is needed to fund the trail system annually.
- The City should establish a realistic amount of funding. This can be a fixed dollar amount or a percentage may be more realistic as the amount fluctuates per year.
- Adopt-a-Trail program - to allow a certain group to take over general maintenance of a trail, which reduces cost. The City will evaluate the option of developing an Adopt-a-Trail program, where individuals or organizations could provide volunteer work and/or funding and receive an acknowledgement sign or other form of recognition.
- Run an annual fundraiser to raise additional funds.
- The City may charge a permit fee for trail closures, whenever any City trails are closed for the safe conduct of a community event. The City shall establish an appropriate fee schedule by resolution of the council.

- The transient occupancy tax (TOT) amount is set by resolution of the City council. $\frac{0}{100}$ of which should be set aside for trail maintenance and monitoring (*Adapted from Trinidad Municipal Code, 3.20.030, Imposed Rate*)
- Taxable permits from which benefits are received from trail use (i.e. in-person events such as weddings, reunions, banquets as well as payments for shooting videos/films) should set aside $\frac{0}{100}$ of the tax for trail maintenance and monitoring.
- Hire a grant writer or allocate City staff hours to apply for grants. The grants should stipulate that in addition to funding trail maintenance and monitoring, they also pay for the grant writing position for continued grant-seeking funds.

F. PERMITTING AND LIABILITY

The City of Trinidad will inventory hazards; assessing environmental and construction mitigation to minimize risks to trail users.

1. Insurance and Indemnity Policies

Liability

All trails are "Use at Own Risk". Postings and trail information should clearly state that users use the trail at their own risk. Under the California Recreational Use Statute, Appendix II, landowners and trail owners are immune from liability for injuries arising from trail use.

Scheduled periodic trail inspection and maintenance is conducted, to discover and correct any problem areas.

Government code and minimization of liability.

"GOVERNMENT CODE - GOV, TITLE 1. GENERAL [100 - 7914], DIVISION 3.6. CLAIMS AND ACTIONS AGAINST PUBLIC ENTITIES AND PUBLIC EMPLOYEES [810 - 998.3], PART 2. LIABILITY OF PUBLIC ENTITIES AND PUBLIC EMPLOYEES [814 - 895.8], CHAPTER 2. Dangerous Conditions of Public Property [830 - 840.6], ARTICLE 1. General [830 - 831.8], 831.4.

"A public entity, public employee, or a grantor of a public easement to a public entity for any of the following purposes, is not liable for an injury caused by a condition of:

(a) Any unpaved road which provides access to fishing, hunting, camping, hiking, riding, including animal and all types of vehicular riding, water sports, recreational or scenic areas and which is not a (1) City street or highway or (2) county, state or federal highway or (3) public street or highway of a joint highway district, boulevard district, bridge and highway district or similar district formed for the improvement or building of public streets or highways.

(b) Any trail used for the above purposes.

(c) Any paved trail, walkway, path, or sidewalk on an easement of way which has been granted to a public entity, which easement provides access to any unimproved property, so long as such public entity shall reasonably attempt to provide adequate warnings of the existence of any condition of the paved trail, walkway, path, or sidewalk which constitutes a hazard to health or safety. Warnings required by this subdivision shall only be required where pathways are paved, and such requirement shall not be construed to be a standard of care for any unpaved pathways or roads. *(Amended by Stats. 1979, Ch. 1010.)*"

Address Permitting, Liability, Restrictions, and Oversight

To minimize liability, it is critical to adhere to established standards in trail design, signage, and maintenance. California State Statute 831.4 provides for substantial immunity to public agencies that construct and operate trails in accordance with widely accepted standards or guidelines, such as the California State Parks Trail Design and Maintenance Guidelines. Measures listed to minimize liability include:

- Post trail regulations and provide enforcement.
- Post warning signs for known hazards that are not easily identified
- Keep accurate routine maintenance records.
- Inspect the trail regularly for hazards;
- Evaluate and address hazards and maintenance problems reported by trail users with appropriate measures as soon as possible.
- Ensure that there are adequate emergency access points to the trail along its entire corridor.

Liability for Volunteers

To address liability for maintenance activities performed by individual volunteers or volunteer groups and organizations, the City should establish a liability release form protocol.

Collaborating with the Humboldt Trails Council is the most effective means of providing the City with indemnity from loss or other financial burden. Otherwise, the City should produce and distribute liability release forms prior to any maintenance activities. Maintenance or restoration activities performed without informing appropriate City staff is prohibited.

G. GUIDELINES FOR MAPS, PHOTOGRAPHS, AND INTERPRETIVE SIGNAGE

1. Maps and Photos

Recommended contents to include in Map layers *(Adapted from Trinidad Municipal Code, Chapter 16.12: Form and Content of Maps)*

- Street and/or trail name, date, scale, north arrow, and boundaries

- The location of wildlife habitat, including known sightings of rare, threatened and/or endangered species
- The location of riparian vegetation and all trees with a dbh¹⁷ greater than eight inches
- Approximate dimensions of area
- Approximate location of all areas subject to inundation by stormwater overflow and the location, width, and direction of flow of all watercourses, including tidal waters.
- The location of all existing structures
- The location of proposed building sites
- Significant rock outcroppings and other unusual landforms
- Location of all areas subject to mass wasting¹⁸/erosion/landslides
- Any encroachments and easements
- Any other information the reporter may wish to supply

Maps should be legibly drawn, printed, or reproduced by a process guaranteeing a permanent record legibility.

Map corrections and amendments are subject to the same process outlined in the Trinidad Municipal Code, Chapter 16.36: Corrections and Amendment of Maps.

Map Policies

- Maps and trail guides should be made available to the public to increase awareness of existing public trails.

¹⁷ “dbh” means the diameter at breast height of a tree as computed by a licensed forester. [Ord. 166 Appx. A, 1979]

¹⁸ “Mass wasting” which is sometimes called mass movement or slope movement, is defined as the large movement of rock, soil and debris downward due to the force of gravity. In other words, the earth's outer crust is being 'wasted' away on a 'massive' scale and falling to lower elevations. Mass wasting is a type of erosion, and it is capable of making big changes to the side of a mountain. These changes can happen suddenly, as in one minute the rock is there and the next it is gone, or it can happen more slowly over time. You might think of this process as a landslide, and this term is sometimes used interchangeably with mass wasting. However, the term landslide is a bit limiting and does not allow for a description of the many different triggers and types of erosion that can happen on this large of a scale

2. Signage

Trailhead signs at accessible trails are subject to accessibility standards (Architectural and Transportation Barriers Compliance Board, 2014, Section 1017.10), which require the following information:

- Length of the trail or trail segment
- Surface type
- Typical and minimum tread width
- Typical and maximum running slope
- Typical and maximum cross slope

This information enables people to make an informed decision about whether to utilize a trail based on its physical characteristics. Trailhead signs at accessible trails shall comply with CBC 11B-703, which contains standards for visual characters (11B-703.5) and pictograms (11B-703.6). Standards for visual characters include finish and contrast, case, style, character proportions, character height, and height from ground. Standards for pictograms include finish and contrast and text descriptors. Examples of accessible trailhead signs are provided below. For trailheads where it is technically infeasible to alter the terrain to create an accessible trail, signs shall be provided identifying the specific barrier (e.g., gradient, width, or surface).

Trailhead signs should, at the very least, indicate trail difficulty, length, and surface type and be posted along with the trail rules and regulations.

Signs can perform a variety of functions and convey different types of information:

- Identification signs indicate or designate features such as trailheads, trail segments, and property boundaries.
- Directional signs (also known as orientation signs) help users confirm where they are and the direction they want to go. Directional signs also serve a safety function by assisting public safety agencies in responding to emergencies. Examples of directional signs include trail maps, trail distance signs, and mile markers.
- Regulatory signs identify actions that are allowed or not allowed.
- Safety signs warn users of potential hazards or temporary closures.
- Interpretive signs provide historical or scientific information and convey messages in order to enhance understanding and appreciation.

A single physical sign can have multiple functions. One general principle is to minimize signage in order to avoid visual clutter and information overload. Too many signs, or overly detailed signs, can result in the signs being ignored. Minimizing signage also reduces maintenance costs. Signs should generally be clustered at trailheads and trail intersections and consolidated where possible. Signs should be constructed of durable materials to withstand weather conditions and vandalism. Sign content should emphasize effective communication with short, easily

remembered messages and simple symbols. Regulatory signs should provide a balanced message by identifying the allowable and encouraged activities along with prohibited activities.

Sign Policies

- Trailhead signage should warn dog owners to maintain control and not allow dogs to harass wildlife.
- Signage should provide interpretive displays and information for trail users including trail system blueprint and access points.
- Trailheads should be equipped with trail information kiosks to provide a comprehensive set of information for users initiating their visit to the Trinidad trails system. Kiosks will typically provide the trailhead name, trail map, information on trail type and conditions, distances to destinations, and regulatory and safety information.

Regulatory Approach to Signage Infrastructure per Trinidad Zoning Ordinances

The following section from the Trinidad Municipal Code can be used to make the necessary finding to approve signage projects, Sections 17.60.040-050 and 17.72.040.

Coastal Development Permit Requirements

Generally, any “development” activity in the Coastal Zone requires a Coastal Development Permit from the Coastal Commission or local government with a certified LCP. The width of the Coastal Zone varies, but it can extend up to five miles inland from the shore, including private and public property, and three miles out to sea.

“Development” is broadly defined by the Coastal Act.² Examples of development include, but are not limited to:

- Demolition, construction, replacement, or changes to the size of a structure.
- Grading, removal of, or placement of rock, soil, or other materials.
- Clearing of vegetation in, or that provides, sensitive habitat.
- Impeding access to the beach or public recreational trails.
- Altering property lines, such as through a lot line adjustment or subdivision.
- Changing the intensity of use of land, such as using a single family home as a commercial wedding venue.
- Repair or maintenance activities that could result in environmental impacts.

For More In-depth Legal Advice, Consult the Coastal Act (In the California Public Resources Code, Division 20) and the Commission’s Regulations (California Code of Regulations, Title 14, Division 5.5)

Certain activities may be exempt from permit requirements. A few examples of types of development that are generally exempt are listed below:

- Some improvements to existing permitted structures that do not pose an environmental risk and are not located in or adjacent to areas with certain sensitive coastal resources or between the shore and the first public road.
- Replacement in kind of most permitted structures destroyed by certain disasters, provided it meets certain criteria.
- Certain repair and maintenance activities that do not enlarge or replace the original structure, do not involve substantial risk of adverse environmental impact, and are not located in or adjacent to certain sensitive coastal resource areas.
- Some temporary events that meet certain requirements, such as less than a 2-week duration, and no significant impacts to certain sensitive coastal resources, including public access.
- Installation, testing, placement in service, or replacement of certain utility connections within an existing service facility.

H. DEFINITIONS

The following words or phrases, whenever used in this document shall be construed as defined in this section unless from the context a different meaning is intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases.

Useful definitions for trail planning and design include the following:

“Accessibility” refers to access and use of trails by people with disabilities. Humboldt County is subject to Title II (State and Local Government Programs and Services) of the Americans with Disabilities Act (ADA), a federal civil rights law passed in 1990. Title II of the ADA prohibits discrimination against people with disabilities and required state and local governments to provide equal access for all community members to participate in or benefit from government-sponsored programs and services. The trail system for the City of Trinidad will be developed to provide equal access for people with disabilities when feasible.

“Bluff” means a scarp or steep face of rock, decomposed rock, sediment, or soil resulting from erosion, faulting, folding, or excavation of the land mass. The bluff may be simple planar or curved surface or it may be step-like in section. For the purposes of this title, “bluff” is limited to those features having vertical relief of 10 feet or more. “Bluff edge” is the upper termination of a bluff. When the top edge of the bluff is rounded away from the face of the bluff as a result of erosional processes related to the presence of the steep bluff face, the edge shall be defined as that point nearest the bluff beyond which the downward gradient of the land surface increases more or less continuously until it reaches the general gradient of the bluff. In a case where there is a step-like feature at the top of the bluff face, the landward edge of the topmost riser shall be taken to the bluff edge. [Ord. 166 Appx. A, 1979]

“Cross slope” means the slope of the trail tread from edge to edge perpendicular to the direction of travel.

“dbh” means the diameter at breast height of a tree as computed by a licensed forester. [Ord. 166 Appx. A, 1979]

“Emergency” means a sudden, unexpected occurrence demanding immediate action to prevent or mitigate loss or damage to life, health, property, or essential public services. [Ord. 84-180 § 6, 1984]

“Feasible” means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors. [Ord. 166 Appx. A, 1979]

“General plan” means the Trinidad General Plan, as amended, including the seismic safety, public safety, noise and scenic highway elements adopted in 1975 and the following elements adopted in 1976: land use (including sections on existing land use, commercial development, and visitor accommodations), circulation, housing, open space and conservation (including sections on unstable slopes, soil characteristics, water resources, and biological resources), recreation, public services and community design. [Ord. 166 Appx. A, 1979]

“Mass wasting” which is sometimes called mass movement or slope movement, is defined as the large movement of rock, soil and debris downward due to the force of gravity. In other words, the earth's outer crust is being 'wasted' away on a 'massive' scale and falling to lower elevations. Mass wasting is a type of erosion, and it is capable of making big changes to the side of a mountain. These changes can happen suddenly, as in one minute the rock is there and the next it is gone, or it can happen more slowly over time. You might think of this process as a landslide, and this term is sometimes used interchangeably with mass wasting. However, the term landslide is a bit limiting and does not allow for a description of the many different triggers and types of erosion that can happen on this large of a scale.

“New” means any use established, building or structure constructed, development undertaken, or lot created after the effective date of the ordinance codified in this title. [Ord. 166 Appx. A, 1979]

“Pedestrian”, for all intents and purposes, means any person afoot.

“Person” means any individual, public, or private corporation, political subdivision, partnership, firm, trust, or estate or any other legal entity whatsoever which is recognized in law as the subject of rights or duties. [Ord. 166 Appx. A, 1979]

“Sign” means any message, word, symbol, design, picture or visual medium which is intended to draw attention to a product, service, business, person, institution, or location and is placed or painted on the ground, or on any tree, wall, fence, rock, structure or thing whatsoever and placed thereon whether indoor or outdoor, so as to be visible from off premises, exclusive of legal notices, safety and directional signs posted by public agencies. [Ord. 166 Appx. A, 1979]

“Social trails”: A social trail is an informal, non-designated trail between two locations. Social trails often result in trampling stresses to sensitive vegetation types.

“Structure” means anything constructed, the use of which requires permanent location on the ground, or attachment to something having a permanent location on the ground. [Ord. 166 Appx. A, 1979]

“Trail Tread” means the surface of the trail upon which users travel

“Use” means the purpose for which either land or water or a structure thereon is designed, arranged, or intended, or for which it is, or may be, occupied or maintained. [Ord. 166 Appx. A, 1979]

“Zone” means a portion of the territory of the City within which certain uniform regulations and requirements or combinations thereof apply under the provisions of these regulations. [Ord. 166 Appx. A, 1979].

I. OTHER RECOMMENDED POLICIES COMPLIMENTARY TO THE TRAILS POLICY

Inclement Weather Policy

The trails committee should discuss this recommended policy. It would be useful to identify places prone to flooding and/or other hazards that the City should monitor and perform necessary maintenance and preventative measures.

The trails policy should include an inclement weather policy that details procedures for warning visitors of poor trail conditions, closures, and detours. If there are locations prone to flooding or other issues that result from severe weather events, consider posting an inclement weather policy on the City website, on signs at the trailhead, in newsletters and via email list-serves. Seasonal trail closures are common where weather conditions are known to be consistently poor.

Emergency Response Protocols with Local Agencies

The trails committee expressed interest in contacting volunteer groups to complete a Geographic Information Systems (GIS) study that would reference emergency locators at specific trail locations.

We recommend the City develop an emergency response plan or refer to it in this policy. Some suggestions for what should be included in an emergency response plan are listed below. Integrating the plan to pertain to specific trails would be beneficial.

Emergency Response Plans (ERP) indicate how emergencies, such as injured or lost hikers, are to be addressed. While not every emergency can be predicted, having a plan that covers standard emergencies will go a long way to providing care for trail users and limiting liability. Emergency response plans should include the following:

- Emergency contact information for local police, hospitals, fire, coast guard, and rescue agencies.
- Emergency contact information for specialized services such as search-and-rescue groups, tow trucks, and helicopter services, Coast Guard.

- 24-hour contact information for trail managers or responsible trail organizations.
- Identification of all potential trail or path access points, the limitations of each access point (vehicle size, difficult terrain, etc.) in case of emergency, list of personnel responsible for keys to any locks at any locked access points.
- Inclement weather plans for closing sections of trail that may be hazardous during events such as storms. These plans should also include evacuation methods to use during an emergency such as a tsunami or earthquake.

Example of Trail Rules/Etiquette:

(1) Stay on the trail. Trail markers and interpretive signage will guide users to the greatest extent feasible. If user is unsure of the formation or extent of any trail, it is recommended to turn around and head in the direction from which user traveled.

(2) Do not construct, craft, carve out, or trample vegetation to establish, social trails or pathways that do not include formally designated system trails.

(3) Safety is key—be aware of the natural surroundings, including potential hazards, as well as wildlife and other users.

(4) Stay right and use no more than half the trail when feasible. Allow oncoming traffic to pass. Users entering trail should yield to through traffic. Slower pedestrians should yield to faster paced users.

(5) Trail users are prohibited from loitering near homes or in any way impacting adjacent landowners' use and enjoyment of their properties (aesthetic views, sound barriers, other justifiable nuisances).

(6) Do not deface, damage, alter, or remove natural features including native vegetation, rocks, trees and other landforms, and objects bearing significant cultural significance.

(7) Do not harass, frighten, molest, destroy, or move any form of wildlife.

(8) Observe and respect all traffic signs, rules, and regulations.

(9) Carry out all garbage; no littering; no burying of trash. No smoking or fires.

(10) Trails are intended for day use only. Camping or other forms of overnight uses are prohibited.

(11) The amount of equipment, gear, and tackle should be kept at a minimum if using the trail to access beaches or scenic vistas. One user's access and enjoyment should not impinge on or in any way endanger other users by impacting movement or conveyance along the trails.

We Recommend that a Bench Policy be completed in a reasonable time in order to assure complete maintenance, monitoring, and repair of existing and future structures

We recommend the City of Trinidad create a general maintenance plan like the one below:

Maintenance Item	Estimated Frequency	Date Completed, Staff Member Initials
Trash pick-up	1x per week	
Remove fallen trees	As needed	
Pothole filling	As needed	
Graffiti removal	As needed	
Refill Dog waste bags	Average 1x per week	
Weed control	2x per year or as needed	
Tree pruning if encroachment on trail	2x per year or as needed	
Sign replacement / repair	As needed	
Fence repair and replacement	As needed	
Clean drainage system	2(or more)x per year; before rainy season; after big storms	
Bench repair or maintenance	As needed	
Unpaved trail tread maintenance	1x per year or as needed	
Kiosk repair and maintenance	As needed	
Dog station replacement and repair	As needed	
Trail edging repair or replacement	As needed	
Step replacement on beach	As needed or after high surf/storms	

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